



ARCHAEOLOGICAL RECORDS CHECK REQUEST FOR A CAL FIRE PROJECT

Note: This form may only be used to initiate an archaeological records check for a California Department of Forestry and Fire Protection (CAL FIRE) project as defined in the Memorandum of Understanding (MOU) referenced below (defined under the former name of **CDF Project**). The CHRIS Information Center Rules of Operation Manual discuss the State's eligibility policy for access to confidential archaeological site location information. The Manual (Section III D) authorizes direct access to individuals who otherwise would be ineligible, under certain conditions and restrictions, if such access is established through execution of a formal agreement document. CAL FIRE, the Board of Forestry and Fire Protection, the State Office of Historic Preservation and the 12 CHRIS Information Centers executed such an agreement on April 21, 2005. This Agreement entitles Registered Professional Foresters (RPFs) and other persons involved in environmental review of CAL FIRE projects with direct full access to the confidential information provided that: (1) those persons have successfully completed a CAL FIRE Archaeological Training Course and maintained certification with refresher courses, and (2) that the project area is a **CAL FIRE Project** as defined in the Agreement which means a professional archaeologist on staff at CAL FIRE will be involved in reviewing the methods, findings, and documentation produced as a result of this Request to ensure professional standards are met. Electronic versions of that MOU, this Request Form, and other pertinent instructions and guidance is available on the CAL FIRE Archaeology Program Web Site at <http://www.indiana.edu/~e472/cdf/resources.shtml>. Incomplete request forms will not be processed; and a project map and the Requestor's signature is also required. The project map must be a high-quality photocopy of the relevant portion of a USGS 7.5-minute map at a scale of 1:24,000 with the map name and the actual project boundaries clearly indicated. Any questions pertaining to the use of this form or the procedures to conduct an archaeological records check for a CAL FIRE project may be directed to any of the regional CAL FIRE staff Archaeologists.

Requestor's Name: _____ Project Name: _____

RPF ☐ No ☐ Yes RPF#: _____ County of proposed project: _____

Affiliation: _____ Legal Location: _____

Address: _____ Number of Acres: _____

Phone #s: _____ USGS Quad(s): _____

Email Address: _____ Project Type: _____

Course Number(s) CAL FIRE Archaeological Training: _____ IC File # (completed by IC): _____

CAL FIRE Archaeologist Reviewing Work: _____

Survey Report to be Completed ☐ No ☐ Yes Project Description: _____

Explain and Estimate Date Report to be Submitted to CAL FIRE: _____

DIRECTION TO THE INFORMATION CENTER

Records Check Timeframe Option (select one)

- ☐ Standard Response
- ☐ Rapid Response

Check if the project is one of these special types:

- ☐ Ownership-wide Records Check or 5-Year Update
- ☐ Emergency Notice Timber Operation
- ☐ Wildfire or other Emergency Incident

The Requestor shall provide any archaeological or historical site information about the project area which is already known to the Requestor. This will avoid unnecessary time spent on the records check providing material already available.

- ☐ No archaeological or historical information known about this project area.
- ☐ I am aware of the following previous investigations within this project area:
- ☐ I am aware of the following known archaeological or historical sites within or directly adjacent to the project area:
- ☐ I do not request photocopies of the site records listed above, as I already have them.
- ☐ Information Center shall notify Requestor, prior to initiating the records check, if the total fee is likely to exceed \$250.
- ☐ Other relevant information (attach additional pages if necessary):
- ☐ Special Instructions:

CONFIDENTIALITY STATEMENT AND DOCUMENTATION RESPONSIBILITY

I understand that the CHRIS Information Center (IC) is providing confidential archaeological information as a service to CAL FIRE, the Requestor, and the Professional Archaeologist responsible to oversee this CAL FIRE project. By requesting this information, the Requestor assumes the professional responsibility to the State Office of Historic Preservation and the IC for the appropriate management of this information. This management shall ensure that: (1) that all information regarding specific site locations is kept confidential except for disclosures required by forest practice rules or necessary to carry-out protection of sites, (2) that specific site locations are not included in any document made available to the general public, (3) this information shall not be utilized by the Requestor to destroy, excavate, or vandalize historical resources, and (4) the information is not utilized for project planning outside the scope of the above-referenced MOU. Furthermore, CAL FIRE, in its capacity as lead agency under CEQA for environmental review and approval of projects on privately owned and other nonfederal lands in California, shall determine which archaeological and historical resources identified during the project review process need to be recorded, re-recorded, or supplemented. This determination will be based on the legal authority to carry-out recording efforts on private property and other considerations. CAL FIRE shall be responsible to ensure that a complete copy of the final archaeological investigation report including site records which may have been completed, shall be sent to the appropriate Information Center within 30 days following project approval. By signature on this form, the Requestor agrees to comply with the terms stated in this paragraph.

Signature of Requestor (required): _____ Date signed: _____

Form Revision Date: 09/08/10